

**DCFS Day Care Licensing Advisory Council Meeting**

**June 14, 2018**

**10:00 am – 12:00 pm**

**MEETING MINUTES**

**Attendees**

Carie Bires, Ounce of Prevention Fund  
Sheila Bauer, STAR NET Region VI  
Shontee Blankenship, Department of Children and Family Services  
Kristi Boyson, Step by Step  
DeCarla Burton, Family Child Care Provider  
Asia Canady, Ounce of Prevention Fund  
Megan Donahue, Illinois Action for Children  
Maria Estlund, Co-Chair, Illinois Action for Children  
Mary Jane Forney, Illinois Department of Human Services  
Mary Harlan, Department of Children and Family Services  
Jamilah Jor'dan, Governor's Office of Early Childhood Development  
Maggie Keane, Good Shepherd  
Beth Knight, Illinois Network of Child Care Resource and Referral Agencies  
Tom Layman, Governor's Office of Early Childhood Development  
Roxanne Lizcano, Co-Chair, Department of Children and Family Services  
Theenshina Mayfield, Department of Children and Family Services  
Bridget McKnight, Department of Children and Family Services  
Denise Monnier, Association of Illinois Montessori Schools  
Carol Morris, Department of Children and Family Services  
Dara Munson, Chicago Child Care Society  
Gail Nelson, Steans Family Foundation  
Bethany Patten, Governor's Office of Early Childhood Development  
Emily Ropars, Early CHOICES  
Pat Twymon, Family Child Care Provider  
Judy Walker Kendrick, Chicago Coalition of Site Administered Child Care Programs  
Edie Washington Gurley, Department of Children and Family Services  
Janice Woods, Chicago Coalition of Site Administered Child Care Programs  
Beth Seggebruch, Department of Children and Family Services  
Stacey Simek-Dreher, DCFS Office of Child and Family Policy  
Stephanie Spanbauer, Step by Step  
Laura Pleasants, YMCA of Metropolitan Chicago

- I. Welcome and Introductions**
- II. Approval of Minutes from April 12, 2018**
  - a. Motion to approve: Jamilah Jor'dan
  - b. Second: Denise Monnier

### III. 2018 Meeting Calendar (2<sup>nd</sup> half)

- a. **Please note: The meeting times for the remainder of 2018 meetings will change to 11am-1pm.**  
Locations remain the same (see attached schedule for details)
- b. August 2, 2018
- c. October 4, 2018
- d. December 6, 2018

### IV. Session Recap – Maria Estlund

#### **Discussion:**

Maria Estlund shared a recap of early childhood changes and updates from 2018 session.

#### **Budget**

On May 31<sup>st</sup>, legislature adjourned with a bipartisan budget. The budget includes the following:

- Level total funding for CCAP. Cuts to GRF offset by \$75million increase in federal funds. Because caseloads have not yet bounced back to FY15 levels despite full restoration of eligibility, CCAP has leftover appropriations. With level funding, there is still enough funding to pay for the first ramp up year of 12-month eligibility and the graduated phase out with funding left over.
- Level funding for Home Visiting and for Early Intervention.
- The Early Childhood Block Grant is receiving a \$50 million increase to meet federal requirements. The FY19 ECBG awardees for Prevention Initiative, Preschool for All, and Preschool for All-Expansion are now out and have posted on the ISBE website. The advocates are currently doing some analysis to understand who got awards and any major trends or shifts.

#### **HB4965**

House Bill 4965 extends CCAP eligibility from 6 to 12 months, which would bring Illinois into compliance with federal guidelines. The CCAP appropriation is sufficient to pay for implementation this fall. HB4965 passed both chambers.

#### **SB1829**

Senate Bill 1829 temporarily allows for alternative qualifications for PFA lead teachers, such as the ECE Level 5 Credential. The intent is for these teachers to complete their PEL before the 5-year deadline, ultimately growing our pool of PEL teachers and addressing our teacher workforce shortage in early childhood. Maria shared that his bill passed and is expected to be signed by the Governor.

#### **SB3536**

Senate Bill 3536 affords Gateways Level 5 teachers in community-based PFA programs the chance to secure a PEL through the alternative licensure program while staying in their current jobs. Current law limits supervision of candidates in the alternative licensure program to principals. The bill adds “or qualified equivalent” into statute, which would allow someone other than a principal to play a similar role for those working in community-based organizations. Maria shared that this bill received veto proof majority in both chambers and is expected to be signed by the Governor.

### V. Rulemaking Updates – Maria Estlund and Office of Child and Family Policy

#### **Discussion:**

On May 25<sup>th</sup>, the department published emergency and identical proposed rules on lead testing requirements for licensed child care centers and homes. The department is unable to comment on the contents of the rules due to ex parte communication rules, but the advisory council discussed some procedural and timing issues. The emergency rule went into effect immediately, and without a future date specified in the rule, advisory council members raised concerns about providers being cited as out of

compliance. The department did confirm that licensing staff would not be citing providers at this time; they should be telling providers to look at the materials posted to the Sunshine website, including the FAQ document that includes November 30, 2018 as the deadline for compliance. The proposed rule was posted for First Notice and is open for public comment through July 9<sup>th</sup>, and the department plans to review comments quickly and move to Second Notice shortly after, in order to get a permanent rule adopted before the November 30<sup>th</sup> deadline. Other information for providers, including the list of approved laboratories and FAQs can be found on the DCFS Sunshine website.

More proposed rules should be posted for First Notice by late summer/early fall, including the early childhood expulsion rules. The Interagency expulsion work group is still meeting to address language revisions to ensure DCFS and ISBE proposed rules are in alignment.

The advisory council discussed the council's ability to review and advise draft language before the department sends proposed rules to First Notice. Historically, the advisory council has been involved in this process; council members noted that has not recently been the case (i.e. did not see lead testing rule language prior to posting), but the council would like to review the expulsion language prior to First Notice. Stacey Simek-Dreher, from the Office of Child and Family Policy, will take the issue back and get internal confirmation.

**Decisions**

Advisory Council would like to be more intentional about reviewing and advising draft rule language before the department posts for First Notice, starting with expulsion rule language

**Point Person**

Stacey Simek-Dreher will take this to department and seek confirmation

**Deadline**

Next advisory council meeting (8/2)

**VI. Montessori Licensing Issues – Denise Monnier**

**Discussion:**

Denise Monnier shared challenges facing the Montessori community, specifically new ones opening that are not yet eligible for accreditation, which is required for the exemption from DCFS licensing. In the past, non-accredited Montessori programs have mistakenly believed they were legally exempt, but they are in fact not. AIMS is proposing a solution, put in place in other states, in which non-accredited Montessori schools seek licensure, with a few exceptions on standards identified to contradict Montessori practice. Denise added that the Montessori community has adopted a new set of Montessori Essentials and could use this process for determining which programs would be required to come under licensure. Given the complex nature of the matter, Carol and Denise will pull together an ad hoc workgroup to discuss this issue and a possible proposal to resolve the issue. Members voiced interest in participating in the ad hoc workgroup: Roxanne Lizcano, Maria Estlund, Tom Layman, Jamilah Jor'dan, Beth Knight, Gail Nelson, Carol Morris, and Denise Monnier, and it was suggested members bring in someone from ISBE.

**Decisions**

Create ad hoc workgroup on Montessori licensing issues

**Point Person**

Denise Monnier; Carol Morris

**Deadline**

**VII. Committee Reports**

a. Data – Theenshina Mayfield and Carie Bires

**Discussion:**

The committee has been working on reviewing rules and forms to determine what information could be transitioned to electronic recordkeeping. The committee is looking to present recommendation(s) soon. The

committee is also still looking for data regarding recent rates of, and factors contributing to, Shaken Baby/SIDS.

b. Communications – Ken Yordy

**Discussion:**

Ken Yordy was absent and, therefore, the committee had nothing to report at this time.

c. Systems Integration – Carol Morris and Tom Layman

**Discussion:**

The committee has not met; only update shared was that the work of the weighted licensing alignment workgroup is nearly complete.

d. Training – Beth Knight and Edie Washington Gurley

**Discussion:**

The committee met on May 24<sup>th</sup> and discussed top violations report, training on professional development, the pyramid model trainings across the state, and any information sharing/connectors across the field to pursue. See Appendix A at the end of document for details.

**VIII. Other Announcements**

**Discussion:**

As a follow up to last meeting's discussion on CCAP health and safety trainings and the questions raised by advisory council members, Mary Jane Forney compiled IDHS responses. See Appendix B at end of document for details.

Shontee Blankenship, Cook Supervisor, held another licensing forum for 40 providers. This additional forum was positively received.

Mary Jane Forney shared that ISBE was asking other agencies to help them reach more children to access the free Summer Meals program. Mary Jane will pass along a message for others to send out to their networks.

**Meeting Adjourned**

**Next Meeting: August 2, 2018, 11:00am – 1:00pm**

## **Attachment A: Training Committee Report**

### **DCFS LICENSING TRAINING COMMITTEE – MEETING SUMMARY**

May 24, 2018

1:00 – 2:00 PM

**PARTICIPANTS:** George Annang, Faith Arnold, Oni Austin, Sheila Bauer, Missy Brown, Mary Jane Forney, Maggie Keane, Beth Knight, Lisa Mitchell, Denise Monnier, Martina Rocha, Sarah Stoliker, Pat Twymon, Edie Washington

#### **UPDATES:**

- Lead Training: DCLR training is scheduled for 5/31; more details/specifics needed to frame provider training (dates TBD); reminder that law has passed; 1<sup>st</sup> comment period in July
- Violations Report: as previously pulled by DCFS and shared with the committee, list of top violations will guide committee discussion about trainings, resources and supports to address provider needs

#### **TRAINING/PROFESSIONAL DEVELOPMENT TOPICS & RESOURCES:**

##### **Pyramid Model (Sheila Bauer)**

Several members discussed the relevance and strength of resources that Pyramid Model offers, especially given recent expulsion legislation.

Current, funded Pyramid Model efforts across the state are focused on Implementation Sites with the Preschool Expansion Grant. Expansion to other sectors is anticipated across a 3-5 year rollout plan; however, there is no timeline for first/last in line. As a collective system, all can become familiar with the model and how effective/useful it is for young children. Goal is to have everybody trained in the state; but you don't have to wait to access the materials:

<http://csefel.vanderbilt.edu/resources/family.html>

[http://csefel.vanderbilt.edu/resources/training\\_parent.html#workbook](http://csefel.vanderbilt.edu/resources/training_parent.html#workbook)

<http://challengingbehavior.cbcs.usf.edu/Implementation/family.html>

Considerations for this committee include: DCLR training on Pyramid Model? How do we share information, connectors, training, resources with providers? Is there a need? How will programs/directors/FCC incorporate adherence to the new rule regarding expulsion?

More broadly, there is a need to:

- (1) help ECE professionals and parents understand child behavior and broaden the concept of what support/relationships can do to help children achieve goal of communicating their needs rather than choosing challenging behavior,
- (2) understand what implicit bias is and how it impacts relationships,
- (3) strengthen training and supports to improve parent engagement,
- (4) improve access to mental health consultants and related supports for programs and families.

##### **Making Training Stick/Reinforcing Learning (Missy Brown) – SEE ATTACHED**

Missy provided an overview of her participation in a session led by Bright Horizons at the recent Leadership Connections conference. The session focused on how to maximize the impact of training. Strategies include a “supervisor manual” – to support team members and reinforce learning once back in program. Communities of Practice (COP) or Peer Learning Networks (PLN) could also be used to promote camaraderie and support change in practice, across all settings. Rather than testing or provoking to recall, more about coaching/mentoring/TA resulting in change in practice. Use of reflective thinking and knowledge to practice tools are other possible strategies. Discussion of models should continue to be inclusive of needs for all providers.

Research is particular about the intervals between training delivery and follow-up – 2 days, 2 weeks, 2 months – to ensure embedded.

#1 - <https://www.learningsolutionsmag.com/articles/1400/brain-science-overcoming-the-forgetting-curve>

#2 – <https://www.learningsolutionsmag.com/articles/1423/brain-science-enable-your-brain-to-remember-almost-everything>

#3 - <https://www.learningsolutionsmag.com/articles/1570/brain-science-pre-training-is-essential-to-a-complete-training-package>

**National Association for Family Child Care (NAFCC) – National Conference (Pat Twymon)**; range of session topics, including addressing stress and the effects on behavior

<https://www.nafcc.org/conference>

June 28 – July 1, 2018

Hyatt Regency O'Hare – Rosemont, IL

### **Ideal Learning (Denise Monnier)**

Denise shared that she joined Ideal Learning Roundtable; bringing together a variety of representatives (including Montessori, Reggio Emilio, advocacy orgs, etc.) around different learning philosophies. Interesting takeaway was “Principles of Ideal Learning” from Spring meeting; see link above. Dialogue about all these types of education philosophies; one might think all would be so different but actually articulated into a shared handful of principles. <https://www.trustforlearning.org/example/what-is-ideal-learning/>

Additionally, Denise shared an update and appreciation for the continued Montessori training with DCLRs; next training is scheduled for July in Kane County.

## Appendix B: IDHS Follow-Up on CCAP Health and Safety Questions from April 12, 2018 Meeting

Answered by Barb Payne, Michael Garner Jones and Beth Knight

Provided by Mary Jane Forney

Public Service Administrator

1. How did IDHS arrive at having providers register in the Gateway Registry? What has other states done so that the providers can have on record that they have completed and have their training documented? (One member of the council, who asked this, also stated that she thought we needed a better system since it is difficult accessing the Registry.) This question was particularly for those that had language barriers or who lacked computer skills. **The PIC Sub-committee, of the Early Learning Council, recommended that the Gateways Registry be the system to be used to track and record all trainings required under CCDBG. It was already the system used for tracking training under professional development for early childhood.**
2. Another member wanted to know what are we doing to inform parents about the required provider training? Also, what can parents do to insure that they won't be in trouble when they arrive on October 1 and the provider has shuttered their doors—or out of business because they did not complete the training on time! Will IDHS allow any additional time for the providers to complete their training? I explained about the waiver ending on September 30 and from what I had been told there would be no more extensions. **The CCR&Rs have been working on a Plan B in order to ensure providers complete the required training by the deadline of 9/30/18, and for those who do not, a plan to work with families to ensure they have a provider. Providers who do not complete the training can no longer be paid under the CCAP program per federal law. They will be able to reapply to be a provider, and if have completed CPR/FA and mandated reporter training, will be able to watch children unsupervised. They will have 90 days to complete the training.**
3. This began an immediate discussion of could IDHS set up “Robo” calls to our parents: telling them that their providers must complete training now and if they don't complete the requirements by September 30, 2018 they would have not have child care for their children. Further, could RoBo calls be set up for the providers reminding them that they must get trained by September 30, 2018? **The CCR&Rs are conducting “robo” calls and doing just this.**
4. Could we have typed messages put on the Providers' payment envelopes, reminding providers about their required training, complete with type of training and the closure due date for this to take place? **Flyers are going out within the provider certificates and billings. Additionally, the CCR&Rs are posting and sending notices to providers and addressing training with them through calls and every opportunity when they walk into the CCR&R. DHS has posted and mailed notices and INCCRRA has also posted and mailed notices. We continue to work on more communication avenues.**
5. One member asked why we decided to have the training listed and posted in the Gateway Registry when the Feds doesn't require this type of format. **The Feds do require us to track the training completion and we have to report on it as part of our CCDBG requirements. They did not dictate a system or format requirement, however, when the CCDBG Act passed, it did not include funding to cover all the federal mandates. As noted above, the Gateways Registry was recommended because it already tracked a lot of the professional development trainings.**
6. The Communication Chairman, suggested that we utilize INCCRRA's contact list serve to get out the information for training of providers. Another member also said that we can utilize the different social media sites to share this information about training. **Beth Knight said that INCCRRA has put messages about training on social media and have had great responses. Further, as of 4/12/18-86 online completions have occurred (since posting on Monday, 4/9. Through 6/30/18, CCR&Rs have 130 Basic trainings scheduled. In the first 10 days of availability (4/2-4/12), 10 trainings have been offered through Illinois CCR&Rs.**

7. Another question was asked, if we know how many providers still need training or how many may only lack some training? In addition, how many providers have completed all of the required training? We continue to work with INCCRRA to gather statistics on training completions. End of April - Licensed Centers: 5% completed, 75% in progress toward completion, 1% not started and 19% not registered in Gateways. Licensed Family Child Care Homes: 29% completed; 49% in progress toward completion, 11% not started and 11% not registered in Gateways.
8. Have we checked other states regarding where they are storing their information after providers have completed their training? According to Barb Payne, this was already established before she started working with the Bureau. Michael Garner-Jones states that we decided on using Gateways because this was an entity already established and we wouldn't have to spend time developing something and spending money to house the completed training.
9. Will we offer any incentives' besides paying for the CPR classes so that we won't lose any more providers? If a provider completes the ECE level 1 credential, they meet the CCDBG training requirements and if they are not already receiving an add on, they may qualify to receive one. Otherwise, with the Department paying for CPR/FA, the rest of the required training does not have a fee to take the training.
10. Will DHS do anything to assist with those providers with language barriers and those with an inability to utilize the computers or are we running out of time for them? Trainings are offered in multiple languages. Training is also offered in person as well as on line. The CCR&Rs have been conducting computer labs and assisting providers in completing training on line. Providers should contact their CCR&R to arrange training that best meets their needs.

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11. Have we worked up an alternative procedure if families find that on October 1, 2018 they don't have care for their children? See response to #2 above.